



TOM TINDALL  
Director

# County of Los Angeles INTERNAL SERVICES DEPARTMENT

1100 North Eastern Avenue  
Los Angeles, California 90063

Telephone: (323) 267-2101  
FAX: (323) 263-5286

*"To enrich lives through effective and caring service"*

December 26, 2012

To: Audit Committee

From: Tom Tindall  
Director

A handwritten signature in dark ink, appearing to read "Tom Tindall", is written over the printed name and title.

Subject: **REVIEW OF BOARD POLICY NO. 5.135  
COUNTY CONTRACTOR NOTIFICATION TO CONTRACT EMPLOYEES  
REGARDING THE NEWBORN ABANDONMENT LAW (SB 1368) (THE  
SAFELY SURRENDER BABY LAW)**

Based on the request of the Executive Office of the Board, Internal Services Department in conjunction with County Counsel and the Chief Executive Office, has reviewed Board Policy 5.135 - County Contractor Notification to Contract Employees regarding the Newborn Abandonment Law (SB 1368) (The Safely Surrender Baby Law). At this time, we are recommending only one minor change to extend the sunset review date to March 20, 2017.

Attached is red-line version of the policy, as requested by the Executive Office.

If you have any questions regarding this request, please contact Joe Sandoval at (323) 267-2109 or [jsandoval@isd.lacounty.gov](mailto:jsandoval@isd.lacounty.gov)

TT:JS:LG:bg

## Attachments

c: Executive Officer, Board of Supervisors  
County Counsel  
Chief Executive Officer



# *Los Angeles County* **BOARD OF SUPERVISORS POLICY MANUAL**

Policy #:

**5.135**

Title:

**County Contractor Notification to Contract  
Employees Regarding the Newborn Abandonment  
Law (SB 1368) (The Safely Surrendered Baby Law).**

Effective Date:

**06/04/02**

## **PURPOSE**

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To ensure County contractors and contract employees, including any subcontractors, are aware of the Newborn Abandonment Law (The Safely Surrendered Baby Law) that permits a parent to safely surrender a newborn baby, at designated sites, without fear of prosecution, so that no baby in Los Angeles County is discarded or abandoned.

## **REFERENCE**

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June 4, 2002, Board Order adopting the Children's Planning Council's "Recommendations for More Effectively Implementing the Newborn Abandonment Law," [Synopsis 116](#)

August 1, 2002, joint memorandum from the Director of Internal Services and County Counsel to Each Supervisor, "[Safe Haven Task Force Report – Recommendation No. 11](#)"

## **POLICY**

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All new and renewed County contracts shall stipulate that each staff person in that contract organization, including any subcontractors, be provided information about the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby.

All solicitations shall include the following standard language:

### **Safely Surrendered Baby Law**

The Contractor shall notify and provide to its employees, and shall require each



subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in Appendix \_\_\_\_ (title) of this solicitation document and is also available on the Internet at [www.babysafela.org](http://www.babysafela.org) for printing purposes.

All contracts shall include the following two standard provisions:

#### **NOTICE TO EMPLOYEES REGARDING THE SAFELY SURRENDERED BABY LAW**

The Contractor shall notify and provide to its employees, and shall require each subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in Exhibit \_\_\_\_ (title) of this Contract and is also available on the Internet at [www.babysafela.org](http://www.babysafela.org) for printing purposes.

#### **CONTRACTOR'S ACKNOWLEDGMENT OF COUNTY'S COMMITMENT TO THE SAFELY SURRENDERED BABY LAW**

The Contractor acknowledges that the County places a high priority on the implementation of the Safely Surrendered Baby Law. The Contractor understands that it is the County's policy to encourage all County Contractors to voluntarily post the County's "Safely Surrendered Baby Law" poster in a prominent position at the Contractor's place of business. The Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The County's Department of Children and Family Services will supply the Contractor with the poster to be used.

#### **RESPONSIBLE DEPARTMENT**

Internal Services Department  
County Counsel  
Chief Executive Office

#### **DATE ISSUED/SUNSET DATE**

<b>Issue Date: March 20, 2003</b>	<b>Sunset Review Date: March 20, 2006</b>
<b>Reissue Date: March 20, 2006</b>	<b>Sunset Review Date: March 20, 2009</b>
<b>Review Date: March 19, 2009</b>	<b>Sunset Review Date: March 20, 2013</b>
<b><u>Review Date: December 18, 2012</u></b>	<b><u>Sunset Review Date: March 20, 2017</u></b>